

**LYNDEBOROUGH BOARD OF SELECTMEN  
MEETING MINUTES  
May 15, 2013**

**Members Present:** Chairman Kevin Boette, Arnie Byam & Fred Douglas

**Staff Present:** Admin Asst. Cindi Hasty, Lt. Rance Deware, FC Rick McQuade

**Public Present:** Burton Reynolds, Lee Mayhew, Wally Holt, Jim Button

**Media Present:**

**Recorder:** Pauline Ball

**Approval of Minutes, Manifests, and Items for Signature:**

The Board addressed all items that needed their signature.

**Appointments:**

**6:30 p.m. Burton Reynolds**

**School Apportionment Issue update**

Mr. Reynolds explained that the pending law suit is in the discovery phase and he recently met with town counsel Atty. Bill Drescher to discuss the series of events prior to the school apportionment error being found. They reviewed documentation presented by Atty. Silas Little, the opposing attorney for Wilton to determine what additional documentation might be needed for their court presentation.

**Interim Town Administrator update**

Mr. Reynolds, with the Board's approval, said that he was willing to take on the town administrator's responsibilities, temporarily, provided that the hours would be limited to a full day on Tuesday and hours, as needed, on Wednesday and Thursday. The Board and Cindi Hasty were in agreement with this schedule. Mr. Reynolds also would be available for the upcoming Audit and the Dept. of Labor meetings scheduled in June.

**VOTE: Chairman Boette made a motion to accept Burton Reynolds offer of temporary employment as interim town administrator beginning May 21<sup>st</sup> at an hourly rate for a minimum of 15 hours per week. Selectman Byam seconded the motion and the VOTE in favor of the motion was unanimous.**

Mr. Reynolds asked that Ms. Hasty attend the Board of Selectmen's meetings so that she would be familiar with the issues and could go forward with any work that was needed. The Board agreed with this request.

**Chairman Boette** referred to the following **Old Business:**

- **Audit and Dept. of Labor Updates**

Ms. Hasty said that the meeting to discuss the Audit is scheduled for Monday, June 17<sup>th</sup> and she has advised Town Clerk Trish Schultz of this date. The Dept. of Labor meeting which was cancelled has been rescheduled for Monday, June 10<sup>th</sup> at 10:00 a.m.

**Chairman Boette** explained to Mr. Reynolds that the minor violations discovered during the DOL inspection have been fixed and policies are now in place.

**6:45 p.m. Police Update**

**Lt. Deware** stated that one full time officer has resigned and the position needs to be filled. He submitted the May and June schedules and said that there will be problems scheduling coverage in June. **Chairman Boette** asked if he would like to fill the position with another full time officer since the funds are in the budget. **Lt. Deware** responded yes that having two full time officers plus his 32 hours has worked out well. With another full time officer he only needs three additional part time shifts per week. The Board suggested that an advertisement be placed on the LGC and NH Work websites for candidates and if unsuccessful, he can put it in the Telegraph. Asked if part time employment should be considered for the officer who has recently resigned, the Board agreed that this should not be offered. **Selectman Byam** also suggested, as an option, placing an ad for both a full time and a part time officer, but said that it would be **Lt. Deware's** decision.

**Chairman Boette** asked the Board if they wanted to schedule the Chief of Police discussion for the May 29th meeting. The Board agreed that they should start the discussions on this issue.

- **Falcon Ridge LLC Property Purchase update**

**Cindi Hasty** asked if town counsel could send the letter to Mr. Moheban, now that she has corrected the typo. The letter is the first step prior to Atty. Drescher's additional research into the documentation provided by Town Clerk Trish Shultz who will be present at the Board's next meeting. The letter explains that Mr. Moheban cannot purchase the property for back taxes, because he is not the owner; he can only go out for a bid if and when the town puts the property up for auction.

- **FEMA-EOC Computer/Printer Purchase**

**Ms. Hasty** explained that Kate Thorndike and Carylyn McEntee, some time ago, had a conversation with Jack Morehouse (FEMA representative) and were told that they should purchase a computer/printer so that Ms. McEntee could store Emergency Management files rather than storing the files on her personal computer. A quote was submitted from Karen Holland for a computer and printer which would be purchased by the town and reimbursed through Homeland Security. **Chairman Boette** stated that a description of the system should be sent to Mainstay with a request for a quote. **Ms. Hasty** will also get a third quote as another source for a comparison. **Selectman Byam** asked the cost of a

laptop and computer. **Ms. Hasty** stated that Homeland Security recommended a range between \$500-1200.

**New Business:**

- **Allan Morrison- Timber Tax Bond Issue**

**Ms. Hasty** explained that a bank check for \$927 made out to Allan Morrison regarding the Timber Tax Bond Issue was sent to the wrong address and she has exhausted all avenues (post offices and bank) in her attempt to retrieve or stop payment. The bank explained that it cannot track it and it will take 90 days before it considers the check void. The Board agreed that payment to Mr. Morrison should not be held up. They suggested providing a statement noting that if the check is returned it must be brought to the office; and it should be signed by Mr. Morrison prior to the issuance of another check.

**Selectman Douglas** added that the bank check number should be identified, as well.

**VOTE: Chairman Boette made a motion to issue another bank check for \$927 to Allan Morrison after he signs an agreement to bring back the first bank check, if returned to him. Selectman Byam** seconded the motion and the VOTE in favor of the motion was unanimous.

- **Peterborough Waste**

**Chairman Boette** gave a brief review of a meeting to discuss the renewal agreement with the Town of Merrimack concerning the hauling of town septage. After reading the agreement, he was concerned with a clause which allowed biosolids to be brought into Lyndeborough. The Town of Merrimack refused to remove the clause after several conversations and having no options at the time, the Board signed the renewal agreement. Recently it came to the Board's attention that the Town of Peterborough has opened a new facility and their agreement does not have the biosolid clause. He noted that the town can have an agreement with more than one town; this will give haulers a choice of facilities.

Lee Mayhew cautioned that a vote by the Board to accept this agreement should be taken so that there is a record in the minutes. **Chairman Boette** responded that an agreement signed by all members of the Board was sufficient.

- **Senator Sanborn appointment**

**Chairman Boette** asked Ms. Hasty to schedule a meeting with Senator Sanborn for the latter part of June.

**Community Open Forum**

Wally Holt said that the Center Road garage renovation is complete; 10-11 yards of dirt was removed from the garage and replaced with clean fill at a reasonable cost. Concrete was poured for the floor; an additional 2 yards was included, at no extra cost. The Board agreed that bids on a security system should be obtained this summer as well as a quote

for a 100 amp sub panel which would allow outside motion lights and interior lighting and outlets. **Chairman Boette** said that they should get bids on a security/panic & intrusion alarm system for all town buildings.

Jim Button mentioned that a meet and greet meeting was held recently so that the community could meet the two candidates vying for the school superintendent position. The School Board is to vote on a new superintendent on Thursday. He added that there are some upcoming decisions to be made besides choosing a new superintendent; i.e. replacing two principals with one principal for elementary schools, choosing a different leadership team, repairs at FRES, etc. Burton Reynolds stated that the school board should look at the long range physical plan and make it clear to residents of both towns how they would accomplish their goals. Right now, according to the Articles of Agreement, school capital expenditures are to be the responsibility of the town where the school is located. Mr. Button agreed that a good school board must have a vision and the people to implement that vision. **Chairman Boette** said that a Facilities Manager responsible for both schools would be beneficial and more cost effective than the present situation.

**Fire Update – Chief Rick McQuade**

**Chief McQuade** said that the tanker has been repaired. They have been brainstorming at the station about the need for a sub station and how it could be built for less than proposed. They suggested forming a committee comprised of department members and local contractors who could explore all options and develop a community substation project with assistance from residents and utilizing resources in town. The substation would be located in the Old Town Center on town land which already has a well and septic system. The building, appropriate for the historic district, should have the capability to house all the equipment; i.e. two bays- two deep or four bays-one deep.

**Chief McQuade** mentioned their successful fund raiser and their purchase of the Smokey the Bear sign and some rescue equipment, i.e. ropes and harnesses. Their last purchase will be new cutters for their rescue tool (Jaws of Life.)

**Chairman Boette** said that Burton Reynolds made a suggestion to have a Green-Up Lyndeborough pancake breakfast next spring and thought this would be a good project for the fire department to hold.

**Chief McQuade** noted that the \$18,000 lease payment on the air packs has been made. He said that the fire crew are very please with the new packs.

**Items not included on Agenda:**

**Chairman Boette** and the Board agreed that a non-public session will be held between 6:30-7:00 p.m. on May 29<sup>th</sup> to discuss personnel issues and evaluation reviews. The public meeting will follow this session.

**Selectman Douglas** submitted a proposal from RA Perry to replace a 250 ft. section of guardrail in an area considered narrow and dangerous. The cost is \$5179. After a brief discussion and because there are several areas of concern, **Selectman Byam** recommended making up a priority list before going forward with a replacement project.

**Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 8:20 p.m.

Date: May 15, 2013  
Pauline Ball, Recorder

Kevin J. Boette  
Chairman

Arnie Byam III

Fred Douglas

**APPROVED BY THE BOARD OF SELECTMEN ON MAY 29, 2013**